



PS397 SPRUCE STREET SCHOOL  
ANNUAL AUCTION DONATION FORM

FORMS DUE: February 21st

Office Use Only

DATE:

COMPANY NAME:

WEBSITE:

PHYSICAL ADDRESS:

CONTACT NAME:

TELEPHONE:

EMAIL:

EXPIRE DATE (if applicable):

*1 year optional, please no sooner than 6 mos from Due Date*

DESCRIPTION OF DONATION FOR THE CATALOG:

VALUE OF DONATION \$:

SOLICITED BY:

\_\_\_\_\_

\_\_\_\_\_

DONOR PRINTED NAME:

DONOR SIGNATURE:

\_\_\_\_\_

\_\_\_\_\_

HOW WOULD YOU LIKE TO DELIVER THE DONATION?

\_\_\_\_\_ I would like to use THIS FORM as a donation certificate.

\_\_\_\_\_ I will mail or deliver item to SPRUCE SCHOOL, PS397 PTA MAILBOX: 12 Spruce Street, NYC 10038.

\_\_\_\_\_ I would like my item picked up. Date ready by: \_\_\_\_\_

WOULD YOU LIKE TO BE AN EVENT SPONSOR? (circle all that apply)

purchase an ad in catalog / donate funds for admin costs / donate food for catering

**THANK YOU! EMAIL LOGO & INQUIRIES TO: GALA@SPRUCESTREETPTA.ORG**

**ONLINE BIDDING STARTS MARCH 1st**